



UNITED STATES MARINE CORPS

MARINE CORPS BASE
PSC BOX 20004
CAMP LEJEUNE, NORTH CAROLINA 28542-0004

BO 1500.11C
BRSU

18 APR 1997

BASE ORDER 1500.11C

From: Commanding General
To: Distribution List

Subj: ENTRY-LEVEL TRAINING ASSIGNMENT (ELTA) LIAISON SECTION

Ref: (a) CMC LOI 1510 MPP-80 of 30 Jan 95 (NOTAL)

1. Purpose. To implement the operational and administrative procedures contained in the reference for personnel assigned to the ELTA Liaison Section, Marine Corps Base, Camp Lejeune.

2. Cancellation. BO 1500.11B.

3. Background. ELTA Liaison Sections were established at major Marine Corps commands to be responsible for entry-level training of Reserve Marines. The mission of the ELTA Liaison Section is to serve as the source of coordination in the assignment of Non-Prior Service Reserve Marines to entry-level training, both ground and aviation, formal and informal; and support the Marine Corps Recruiting Service, Selected Marine Corps Reserve commands, and active duty training commands by assuring the smooth flow of Reserve Marines through the entry-level training process.

4. Action

a. Commanding Officer, Marine Corps Service Support Schools (CO, MCSSS)

(1) The MCSSS shall be the primary work site for the Marine Corps Base ELTA Liaison Section (2 SNCO's). Accordingly, the CO, MCSSS, has administrative control of the ELTA Liaison Section and shall provide a permanent work area, Wide Area Network (WAN) access, telephone service, and other administrative/personnel support per the reference.

(2) When required, request Assistant Chief of Staff, Reserve Affairs, (AC/S, RA) assistance in coordinating ELTA-related issues.

b. Commanding Officer, Marine Corps Engineer School (CO, MCES)

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(1) Provide a work area with WAN access and telephone service for the ELTA Liaison Section personnel.

(2) When required, request AC/S, RA assistance in coordinating ELTA-related issues.

c. Commanding Officer, School of Infantry (CO, SOI)

(1) Provide a work area with WAN access and telephone service for the ELTA Liaison Section personnel.

(2) When required, request AC/S, RA assistance in coordinating ELTA-related issues.

d. AC/S, RA/Commanding Officer, Reserve Support Unit (CO, RSU)

(1) Maintain a monthly locator/status file on all Marine Corps Reserve personnel attending entry-level training at MCSSS, MCES, and SOI.

(2) When required, assist in coordinating ELTA related issues in response to requests from the CO's, MCSSS, MCES, and SOI.

e. ELTA Liaison Section Personnel

(1) Ensure all Marine Corps Reserve personnel assigned to the MCSSS, MCES, and SOI for entry-level training are interviewed and processed in accordance with the reference.

(2) Provide the AC/S, RA with a monthly status report of all Marine Corps Reserve personnel assigned to the MCSSS, MCES, and SOI for entry-level training.

(3) Follow such other procedures and requirements as directed in the reference.

5. Summary of Revision. This Order has been revised in its entirety and should be reviewed thoroughly.

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6. Reserve Applicability. This Order is applicable to the Marine Corps Reserve.

A handwritten signature in black ink, appearing to read 'J. T. Murray', with a long horizontal line extending to the right.

J. T. MURRAY
Chief of Staff

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